



**611.05 Receipt of Work Release Court
Ordered Fees**

Number Series: 600 - Corrections Division
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Sheriff's Approval: Digital
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611.05-1 Policy

- I. Payment of monetary fees for participation in the Work Release Program shall be established by the courts and authorized by the sentencing court, by issuance of a court order.
- II. Collection and dispersal of such court-authorized fees shall be the responsibility of designated Hendry County Sheriff's Office members and in accordance with established accounting procedures.

611.05-2 Fee Collection

- I. Fee amounts will be as stipulated on the court order specific to the inmate.
- II. A receipt shall be written for each payment received, and copied to inmate.
- III. Inmates authorized for work release will have a second account established specifically for work release earnings pending disbursement.

611.05-3 Disbursing Payments

- I. Paychecks from inmates on work release will be deposited in the work release account and funds will be disbursed as directed in the court order.
- II. Work release accounts will be closed by Finance when the inmate has been released or work release status has been discontinued.

611.05-4 Refund of Overpayment

Upon closure of the work release account, excess funds, if any, will be returned to the inmate.

REFERENCES

State/Federal Regulations:
Florida Model Jail Standards

FCAC:

PREA:

N/A

Forms:

N/A

Other Policy/ Procedure References:

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